

LABOUR & LABOUR WELFARE

I DIRECTORATE OF TRAINING & TECHNICAL EDUCATION CRAFTSMEN & APPRENTICESHIP TRAINING

1. Directorate Headquarters and State Apprenticeship advisor Office.(Rs.3.00 lakh)

The Training wing of the Headquarters which bears the responsibility for the educational planning and administration of the craftsmen training programme implemented through a network of the I.T.Is., serves as a nucleus around which all the activities rotate. It is thus essential that this wing is strong enough to perform its function adequately.

During the past few years, there has been a continuing growth and consolidation of Craftsmen training facilities in the National Capital Territory of Delhi. The strength of ITI trainees, which was about 5000 at the beginning of Fifth Five year Plan, is now 9000. This is further intended to be increased to about 10,000 trainees during 11th Five Year Plan, when more I.T.Is. are proposed to be opened and expansion of existing ITIs is also planned. Compared to the above expansion, the staff strength in the Directorate has nearly remained constant except in the newly set up units having new field of activities.

Considering the proposed expansion and the laid down norms of DGE&T, Govt. of India, and the vast dispersal of the institutions in the NCT of Delhi, it is proposed to create the following posts in phases during the Annual Plan at Directorate Headquarter. 1. Deputy Director of Trg - 3 posts, 2. Assistant Director of Trg.- 5 posts, 3. Joint Director of Trg.- 5 posts, 4. Additional Director of Trg.- 2 posts, 5. Stenographer Jr.-7 posts, 6. Class IV (Peon)-12 posts, 7. Driver-2 posts, 8. Office Superintendent-2 posts, 9. U.D.C.- 8 posts, 10.L.D.C.-8 posts, 11. Senior Technical Asstt. -1 post, 12.Junior Accounts Officer-1 post.

Under the Apprenticeship Act, 1961, it is a statutory obligation for the Private and Public Organizations to engage apprentices in certain designated trades on the basis of the strength of their workers in the designated trades. The office of the Apprenticeship Adviser is responsible for the smooth conduction of the Apprenticeship Training Programme in the National Capital Territory of Delhi. The objective of the Act would be to fully utilize the potential for Apprenticeship training facilities available in the National Capital Territory of Delhi by identifying/surveying industrial establishments of the UT of Delhi, which are yet to be covered under the Act and to improve the quality and quantity of the Apprenticeship Training.

The staff strength will have to be augmented in phases during the 11th Plan Period. It is also proposed to introduce computerization in the Apprenticeship Office with the installation of the computer system and setting up of computer centre.

An expenditure of Rs.3.00 lakh is anticipated against the approved outlay of Rs.5.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 3.00 lakh is proposed for this scheme in Annual plan 2009-10.

2. Modernization and Replacement of Machinery and Equipment (Rs.250.00 lakh)

There are sixteen Industrial Training Institutes and Commercial & Secretarial Institute in Delhi in which training in 50 engineering and non-engineering trades is being imparted. There are substantial quantity of the machinery consisting of lathes, milling machines, shapers, slotters, electric generators, motors etc. besides light to heavy tools which have outlived their normal life and need to be replaced.

There has been also a rapid advancement in industry in respect of technology, operations & methodology. Some of the machines, equipment and computers available in the I.T.Is. have thus become obsolete and it is essential that new machines having multi-operation facilities, automatic or computerized should be provided so that the trainees may not feel handicapped when they go to market.

Machinery and equipment declared unserviceable will be replaced. Also deficiency of various machinery and equipment as compared to the Standard Tools Lists of various trades are to be provided. In addition to above the Government of India has been revising the syllabus and standard list of Tools and Equipment of the various trades from time to time, which results in the deficiencies. The items which are deficient in each institute or are required to replace the existing tools and equipment as and when they become unserviceable, will be decided, taking into consideration of the standard tool list and the stock position.

The objective of this scheme is thus:

- i) To remove the obsolescence.
- ii) To provide I.T.Is. with deficient tools & equipment.
- iii) To replace the unserviceable tools & equipment.

Besides above a large no. of machinery & equipments are lying unutilized due to lack of periodic maintenance and repairs. To avoid idling of equipments, wherever possible institution shall enter into Annual Maintenance Contract preferably with the manufacturers or their authorized dealers.

An expenditure of Rs.200.00 lakh is anticipated against the approved outlay of Rs.225.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 250.00 lakh is proposed for this scheme in Annual plan 2009-10.

3. Diversification & Introduction of New Courses in Emerging Skills/Disciplines for improving the quality of training (Rs.340.00 lakh)

Another sector in the Retail Marketing has changed the entire scenario by buying & selling different commodities from single shopping complex. In this world

of modernization we find new gadgets coming up daily in the market and these gadgets are gaining a lot of popularity among the people. This increases the potential market for undertaking repair & maintenance.

It is thus essential to introduce new trades, as well as to replace the obsolete trades with new emerging disciplines considering the employment potential and market demand. More units of popular trades are required to be added.

New Trades identified : DGE&T, Ministry of Labour has already identified various trades out of which following trades will be introduced during the Annual Plan :

1.	Architectural Assistant	1 year
2.	Building Maintenance	6 months
3.	Craftsman food Production (Gen)	1 year
4.	Data Entry Operator	6 months
5.	Dental Lab Technician	2 years
6.	Digital Photographer	1 year
7.	Driver cum mechanic	6 months
8.	Front office Assistant	6 months
9.	Health and Sanitary Inspector	1 year
10.	Institution House Keeping	1 year
11.	Mechanic Auto Electrical & Electronics	6 months
12.	Mechanic computer Hardware	1 year
13.	Mechanic Consumer Electronics	1 year
14.	Mechanic Repair & Maintenance of Heavy vehicles	1 year
15.	Mechanic repair and Maintenance of Light Vehicle	1 year
16.	Mechanic Repair & Maintenance of two wheeler	1 year
17.	Network Technician	6 months
18.	Sanitary Hardware fitter	6 months
19.	Steward	1 year
20.	Floriculture and landscaping	6 months
21.	Screen Printer	6 months
22.	Food processing	1 year
23.	Screen printing	1 year
24.	Body repair & Painting	1 year
25.	Fire safety	1 year

During the academic session 2008-09 new trades like Computer Hardware & Networking, Fashion Technology, Front office Assistant, Event Management etc have been introduced in the ITIs.

Appropriate no. of posts of Instructors at various level and other staff as per DGE&T laid down norms will be created. Machinery and Equipment will also be procured.

1. Upgradation of Libraries
2. Upgradation of Teaching aids

3. Obtaining ISO Certification for teaching & Examination systems
4. Inter-connectivity of all ITIs
5. Improving Industry co-operation
6. Up-gradation of Hostels
7. Adjudging the Instructors Performance
8. Improving administration of ITIs
9. Introduction of Uniform in all ITIs
10. Student attendance.
11. Inspections of ITIs

An expenditure of Rs.290.00 lakh is anticipated against the approved outlay of Rs.325.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 340.00 lakh is proposed for this scheme in Annual plan 2009-10.

4. Expansion of Short-Term and Part-Time Evening Courses for Self Employment in various Industrial Training Institutes (Rs.25.00 lakh)

Most of the courses/trades running in the Industrial Training Institute, at present are having duration extending from one to two years with eligibility educational qualification 8th, 10th 12th. It has, however, been felt that due to hard economic conditions, some students do not join these courses, as they cannot afford to wait for a period of one/two/three years, due to their family conditions. Marginal farmers and landless labourers families who are also occupied in farm activities are also not willing to attend long duration courses. Short duration courses to make them capable of self-employment have, therefore, been introduced in the ITIs during morning/evening hours.

DGE&T Ministry of Labour has introduced new courses under Modular Employable Scheme have been introduced in the ITIs in different sectors like Information Technology, Refrigeration & Air Conditioning sector, Electrical, Garment sector etc.

Regular staff members of day time courses who are appointed to take these classes and are being paid remuneration @ Rs. 60/- per hour for the first hour and Rs. 50/- for the subsequent hour of teaching on the same day. It is also proposed to provide remuneration to Supervisory staff of Rs. 300/- per month to compensate for his additional work. Further the upper limit of Rs.5000/- per annum of remuneration should be removed in order to run these courses throughout the year.

An expenditure of Rs.14.00 lakh is anticipated against the approved outlay of Rs.17.00 lakh in Annual Plan 2008-09 and an outlay of Rs.25.00 lakh is proposed for this scheme in Annual plan 2009-10.

5. Welfare Programme for SC/ST Student [Rs.21.00 lakh]

The Scheduled Caste families, which form 18% of the population of Delhi living below the poverty line, need priority for consideration in the direction of upliftment.

With the above aim in mind, as a part of Special Component Plan/Twenty Point Programme, short term training courses of three months duration were introduced in the trades of Plumbing, Scooter Mechanic, Gas Welding etc. of three months duration in the I.T.Is located in the re-settlement colonies of Delhi i.e. Nand Nagri, Jehangir Puri and Khichripur.

The objective of the scheme is thus to ameliorate the conditions of the SC/ST living below poverty line in the National Capital Territory of Delhi by bringing a considerable rise in their income, by imparting systematic training in the need based occupations. It is proposed to open such self-employment oriented new courses in more number of ITIs so that SC/ST could be benefited.

The SC/ST trainees undertaking training, as per the existing facilities in the scheme are being provided stipend @ Rs.230.00 per month which needed to be revised to Rs.500/- per month to meet the travel cost of the trainees. Tool kit costing Rs.800.00 is provided to all the passed out trainees by the Directorate for the welfare of SC/ST.

Considering the changing economic and social environment and the need for upliftment of the SC/ST families, which form nearly 18% of the population of Delhi, it was considered necessary that some Coaching- cum-Guidance facilities may be created for SC/ST candidates registered with the Employment Exchanges which may enable them to increase their representation in Public Services and promote their employability. It was thus decided to conduct regular training in typing and stenography including General Knowledge and English for these candidates and provide them guidance for career planning and confidence building by arranging special lectures.

It is in Stenography and Typing and one hour in English/General Knowledge daily. After a detailed study conducted by a committee the training is now being imparted under SCVT for twelve months duration for full day. Two batches run concurrently with an intake capacity of 20 students each.

Other Provisions of the Schemes, (i) the Training is free of cost, (ii) Stipend @ Rs.75/- per month per trainee is paid, Free stationery is provided to the trainees and Vocational guidance is provided to the trainees by arranging special lectures.

The scheme is proposed to be implemented in two more I.T.Is. viz I.T.I., Pusa and I.T.I., Tilak Nagar for women. 4 Craft Instructor posts are proposed to be created in each of these ITIs.

Computers, software and Printer have been provided as per revised syllabus of the course.

An expenditure of Rs.16.00 lakh is anticipated against the approved outlay of Rs.16.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 21.00 lakh is proposed for this scheme in Annual plan 2009-10.

6. Additions / Alterations / Improvements in Labs / Workshops and Campus of ITIs/BTC (Rs. 200.00 lakh)

The building of six, out of the sixteen I.T.Is., were constructed 30 to 45 years back and need improvements, additions and alterations to cope up the expansion and modernization programme being undertaken as a part of the Craftsman Training Scheme. Environment improvement is also required to be given attention for the campus of these old ITIs so as to provide a congenial atmosphere for training of students. Special funds are to be kept for landscaping and horticulture work to be carried out by PWD.

The existing workshops blocks in ITIs, Shahdara, Jahangirpuri, Pusa, Malviya Nagar and Jail Road are in dilapidated conditions:

These workshops are not usable in the rainy season due to heavy seepage of water through broken asbestos sheets. The electricity in these workshops is forced to be cutoff during rains to avoid electrocution. The workshops remained extremely hot in summer and cold in the winter season. These conditions make the training enjoyment very harsh.

Similarly the buildings of Gokhle Road (Women) and Tilak Nagar (Women) are made up of asbestos sheets roofs.

Therefore it is proposed that the present workshops at ITI Pusa, Jahangir Puri, Nand Nagri, Khichri Pur, Shahdara, having asbestos sheets roof would be converted into multistoreyed building having RCC workshop on ground floor and other light engineering trades on upper floors and Malviya Nagar, and the buildings of ITI Gokhle Road (Women) and ITI Tilak Nagar (Women) shall be converted into two storeyed SPS. This will also enable the department to increase the seating strength by best utilization of land available.

Besides above there are residential campuses as well ITI buildings which requires continuous maintenance which requires renovations in the labs/Workshops like providing false ceiling, sound proof partitions, providing of Bus-bars, repairs of electrical installations and various other civil works.

An expenditure of Rs.300.00 lakh under Capital Head is anticipated against the approved outlay of Rs.200.00 lakh under Capital Head in Annual Plan 2008-09 and an outlay of Rs. 200.00 lakh under capital head is proposed for this scheme in Annual plan 2009-10.

7. Setting up of New Industrial Training Institutes. (Rs.350.00 lakh)

The sixteen Industrial Training Institutes in Delhi, which are imparting training under the Craftsmen Training Scheme of the Govt. of India are dispersed throughout the National Capital Territory of Delhi.

Except I.T.I. Narela and Jaffar Pur, all the I.T.I.s are functioning at their optimum level. The additional skilled manpower requirement of the coming years could thus be met by opening new I.T.I.s in the National Capital Territory of Delhi.

However, keeping in view the population of NCT of Delhi we would be requiring a seating strength for about 15000 trainees.

Following four more ITIs shall be established during the Annual Plan:

1. ITI at Ranhola village
2. ITI at Dwarka
3. ITI at Chatterpur village
4. ITI at Bawana Industrial Estate.

For setting up of these institutions, posts of Principal, Craft Instructors for each trade to be opened and other allied posts strictly as per DGE&T norms will be created.

An expenditure of Rs.286.00 lakh (Rs.86.00 lakh under Revenue Head and Rs. 200.00 lakh under capital head) is anticipated against the approved outlay of Rs.325.00 lakh (Rs.125.00 lakh under Revenue Head and Rs.200.00 lakh under capital head) in Annual Plan 2008-09 and an outlay of Rs.350.00 lakh (Rs.150.00 lakh under Revenue Head and Rs. 200.00 lakh under capital head) is proposed for this scheme in Annual plan 2009-10.

8. Restructuring, Consolidation and computerization of ITIs / BTC (Rs.25 .00 lakh)

Staffing Pattern in the Industrial Training Institutes functioning under the Directorate of Training & Technical Education, Government of Delhi is covered as per the norms laid down by DGE&T, Ministry of Labour, Govt. of India depending upon the strength of Industrial Training Institute at various levels.

There are deficiencies / surplus in the staff strength as per revised norms laid down by DGE&T in the training manual. A detailed exercise has been carried out to work out additional requirement/surplus of staff in the various categories at ITIs.

Following are broadly covered: -

TEACHING STAFF

At present there are three levels of workshop teaching staff namely Foreman Instructor, Supervisor Instructor and Craft Instructors. In the revised structure only two levels viz. Group Instructor and Craft Instructor are provided.

A detailed exercise in respect of teaching staff has been made comparing with the laid down DGE&T norms in the ITIs and the RRs of teaching staff are under revision.

PRINCIPALS

At present three levels of Principals in the grade of Rs.10000-15200, Rs.8000-13500 and Rs.6500-10500 exist. However the grades of Principals to be provided as per training manual is linked to students strength. Since the Institute student's strength has increased manifold in the past, these posts of senior level Principals are to be provided after abolition of existing posts of junior level Principals.

9 posts of class I Sr. Principals, 2 posts of Class-I Jr. Principals. 8 posts of Training Placement Officers are to be created.

8 posts of Class-II Principals/Vice Principals will be abolished.

A Large number of activities like admission, maintenance of academic records of Students admitted, Attendance records, Payment of stipends, Progress cards, records of Placement activity & passed out trainees are conducted every year in the I.T.Is. for all the trades. These records in the present system takes a lot of time to complete and their retrieval is also not possible with convenience.

To streamline these activities it is proposed to provide sufficient number of computers, printers, CD writers and Internet facility in each Institute. The work of Data Entry in the Institute will be outsourced.

A Training and Placement Officer will be designated in each Institute and maintain the records related to placement of trainees after completion of the training.

An expenditure of Rs.17.00 lakh is anticipated against the approved outlay of Rs.50.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 25.00 lakh is proposed for this scheme in Annual plan 2009-10.

9. Entrepreneurship Development and Interfacing with industries [Rs.2.00 lakh]

It has of late became evident that the quality and relevance of our training programs has not kept pace with industrial development taking place in the Country

and the World, with the result that the students coming out of our Institutions are not able to meet the demands of the Industry.

Industry Institute interaction activity is one of the thrust areas identified in National Education Policy. There are sufficient component, which needs to be stepped up for the appropriate growth of the skilled workers programme. This activity is thus proposed to be given a boost in the 11th Five Year Plan period. It envisages the following salient activities.

1. Conduct of Guest Lectures by inviting professionals from Industry on specialized topics.
2. Visit of the students to the industry for training on specialized and sophisticated Machinery & techniques.
3. Deputation of faculty to various teachers' development programs.
4. Collaborative agreements at unit level could also be drawn and finalized at Institute's level.

Provision has to be kept in Eleventh Plan for meeting expenses as payment of Guest Lecturers, conveyance and remuneration to them and conveyance paid to the staff and students for visit to industrial establishments.

An expenditure of Rs.1.00 lakh is anticipated against the approved outlay of Rs.2.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 2.00 lakh is proposed for this scheme in Annual plan 2009-10.

10. Award for Trainers in ITIs (Rs.4.00 lakh)

At many States and National level Forum, it has been pointed out that the training in ITIs has not been able to keep pace with changing requirements of the Industry. The up- gradation of Industrial Training Institutes should therefore be pursued vigorously through public-private partnership with training authorities delinked from certifying ones. The effort to improve human capital has to take into account the needs of not only the domestic market but also the increasing opportunities in the global market. It can only be done when the technical personnel are equipped to produce product of global standards.

In order to achieve the desired level of faculty capability to teach at global standard, frequent refresher course will be conducted locally in the Institute or in industry nearby. The teaching material will also be made available to all faculty members on line through website. The periodic assessment test of faculty shall be done online to avoid loss of man-hour.

In order to improve the quality of training and encouraging the faculty to further improve in the field of teaching, it is proposed to give award to best faculty members in three groups of trades like One year Engineering Group of Trade, One year Non-Engineering Group of Trade and two-three years Engineering Group of Trades.

There is about 750 instructional staff in 56 disciplines /trades, which includes Crafts Instructors, Group Instructors besides other supporting staff.

At present few instructors execute their assigned duties and also actively takes part in the welfare activities of the institutes. Presently there are no motivating factors for other to follow the actions of good faculties.

The policies of the department are such, that all the best, good, and average employees are treated in the same manner and get equal perk.

Under the present situation staff is not ready to improve their efficiency not willing to update their knowledge. They are also not come forward to use modern gadgets to impart the training in a very effective manner.

In order to improve upon the current situation it is proposed to award those Craft Instructors, Group Instructor and their Principal of the Institute who shows best result in terms of imparting training. Proposals shall be invited well in advance from all the Instructors, Group Instructors and Principal for presenting their stake for seeking the award.

The criteria for selecting the Best Trainer Award shall be circulated in advance to all the ITIs.

The Prizes would be as under:

CRAFT INSTRUCTOR CATEGORY :

- a. No. of Award :One- from One year Non-Engg group of trades from all ITIs.
- b. No. of Award :One- from One year Engg group of trades from all ITIs.
- c. No. of Award :One- from Two/Three year Engg group of trades from all ITIs.

Prize : Certificate and a cash prize of Rs.25,000/-

GROUP INSTRUCTOR CATEGORY:

No. of Award : Three -one from each category (a), (b), & (c) above from all ITIs.

Prize : Certificate and a cash prize of Rs.10000/- in each category.

PRINCIPAL CATEGORY:

No. of Award: One from all ITI subject to condition that his institute wins at least one best CI category awards and one Group Instructor award.

Prize : Certificate and a cash prize of Rs.15000/-

The yardstick to gauge the performance of the three level which shall be thoroughly scrutinized by a Screening Committee.

An expenditure of Rs.3.00 lakh is anticipated against the approved outlay of Rs.10.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 4.00 lakh is proposed for this scheme in Annual plan 2009-10.

11 Takniki Shiksha Sansthan Kalyan Samiti (Rs. 10.00 Lakhs)

A committee in all institutes is constituted having participation from local industrialist, Principal, student, senior staff, and other personalities to look after the day to day work of the respective institutes such as:

1. Minor Repair work of equipments
2. Repair of Building
3. Maintenance of Equipment
4. Introduction of new course
5. Miscellaneous works related to the respective institutes.

An amount of Rs1.2 Lakh is provided to all institutes under this scheme, and sanction powers lies with the principal after approval of the committee members.

An expenditure of Rs.10.00 lakh is anticipated against the approved outlay of Rs.10.00 lakh in Annual Plan 2008-09 and an outlay of Rs.10.00 lakh is proposed for this scheme in Annual plan 2009-10.

12 Technical Education Community Outreach Scheme (Rs.70.00 Lakhs)

A list of approximately 200 courses is prepared and these courses will be run in the field of basic needs to the community and in participation with NGO, funds to the tune of Rs21000 per month will be released to NGO for each course for 50 students (2 batches of 25 students per batch). Each course will be of 3 months duration. Some of the areas are as under:

1. Electrician
2. Computer Operator
3. Elderly Care
4. Nursing
5. House Hold Attendant
6. Electronic Equipment Repairer etc.

An expenditure of Rs.60.00 lakh is anticipated against the approved outlay of Rs.15.00 lakh in Annual Plan 2008-09 and an outlay of Rs. 70.00 lakh is proposed for this scheme in Annual plan 2009-10.

13 World Bank Assisted Vocational Training improvement (State Share) (Rs.200.00 Lakhs)

The Union Finance Minister in his Budget Speech of 2004-05 stressed the need to improve the quality of vocational training. He stated: " I am concerned about the quality of technical education in this country. Lest I be misunderstood, I am not referring to IITs but to the ITIs. ITIs are the training ground for skilled manpower. The skills imparted by ITIs must keep pace with the technological demands for industry and the expanding universe of knowledge. There is only one benchmark for our technicians – and that is world standard. In order to produce technicians of world standard, Government proposes to launch a program in the Central sector to upgrade 500 ITIs over the next 5 years at a rate of 100 ITIs a year. Appropriate infrastructure and equipment will be introduced. This is an area where I welcome Chambers of Commerce and Industry to join hands with the Government and create a public-private partnership model for designing and implementing the scheme. The selection of the ITIs will be done in consultation with the State Governments."

The objective of the scheme is to upgrade selected ITIs under a Centrally Sponsored project, entitled Vocational Training Improvement Project with financial assistance from the International Development Association within the World Bank through DGE&T, Ministry of Labour, by introducing new multi-skilling modular courses, improving physical infrastructure facilities, adopting new training technology with close involvement of industry and other stakeholders; and, empowering ITIs by providing adequate managerial, administrative and financial autonomy, building up partnership with the nearby industries and setting up of Institute Management Committees.

Till now following three ITIs have been upgraded into Centre of Excellence in different Sectors:

1. ITI Pusa -Automobile Sector
2. ITI Arab-ki-sarai -Production and manufacturing Sector
3. Sir CV Raman ITI -Electrical Sector

ITI Jail Road is to be upgraded in Centre of Excellence in the IT Sector further, proposal for ITI Malviya Nagar has been submitted to the Directorate General of Employment & Training, Ministry of Labour for up-gradation into Electrical Sector from the academic year 2009-10.

An expenditure of Rs.200.00 lakh (Rs.100.00 lakh under Revenue Head and Rs. 100.00 lakh under capital head) is anticipated against the approved outlay of Rs.200.00 lakh (Rs.100.00 lakh under Revenue Head and Rs. 100.00 lakh under capital head) in Annual Plan 2008-09 and an outlay of Rs. 200.00 lakh (Rs.100.00 lakh under Revenue Head and Rs. 100.00 lakh under Capital head) is proposed for this scheme in Annual plan 2009-10.